

Minutes of the **ANNUAL PARISH** meeting of Staverton Parish Council held on Monday
13 May 2019 at 6 pm at Staverton Village Hall.

The meeting started at 6.05 pm.

28. PRESENT: Chair Simon Richardson, Cllr Lindsay Shaw, Cllr Kevin Lamb, Cllr Paul Nye, Cllr Andy Borresen and Parish Clerk June Jones – Two Staverton Residents.

Attending: Wiltshire Cllr Trevor Carbin

29. APOLOGIES: Cllr Jeff Gibson is on holiday leave, PCSO Andrew MacLachlan Cllr Nick Woodhall apologised in advance saying that he would arrive late due to unavoidable personal commitments..

30. MINUTES OF THE LAST MEETING held on 14th May 2018: These were held to be a true record

31. POLICE MATTERS – Unfortunately PCSO MacLachlan was unable to attend.

32. CHAIR'S ANNUAL REPORT – Chair Simon Richardson

This past year has been a reasonably quiet year for the Parish Council. The only major financial outlay has been the replacement of the heating system in the village hall.

We will need to watch our spending for the forthcoming year to build our reserves back up.

I would like to thank the previous editor of the Parish newsletter Caroline Smith for all the work she put in over the years and thank you to Natasha Webster for taking over the editorship.

Finally, I would like to thank all the parish Councillors and our Parish Clerk, June, for all the work they have done over the last year. I would also like to thank Trevor Carbin for the help and assistance he has given to us, it is much appreciated.

33. FINANCIAL OFFICER'S REPORT – End of Year Accounts – June Jones Parish Clerk

For several years the Parish Council has invested in the repair and renewal of playground equipment, parish notice boards, tree planting, landscaping, replacement of sports ground fencing & gates and remodelling of the village hall to provide a larger kitchen and outdoor patio facilities. Finally in 2018 a new boiler was installed at the village hall and although the Parish Council is pleased to announce this period of renewal has now come to an end, it has considerably depleted reserves.

Total reserves have reduced from £26,612 to **£16,463** plus investments with Julian Hodge Bank unchanged at £65,000. The movement in funds of £10,148 was partly due to £3,920 for a new boiler, £600 additional plumbing, £1,594 for a new noticeboard at The Slipway, £158 repairs to bus shelter at Elm Close, £655 for replacement trees, £1,000 reduction in income from village hall and playing field and £942 loss of discount from HMRC on NI Contributions.

Precept: The total Precept levy for 2018/19 was **£22,697**. The Parish Council has not increased its levy of £32.94 per Band D property in Staverton for several years but decided in November 2018 to raise the Precept by 6% due partly to the urgent decision to replace the boiler at the village hall which did not comply with BS standards and the excessive gas bill due to the inefficient boiler. The parish levy was raised to £34.92 with the average 687 Band D Properties for 2018/19 (figure supplied by Wiltshire Council) in Staverton. This will provide a Precept of **£24,012** for 2019/20.

Assets: Parish Council assets for the financial year totalled **£267,652** including the village hall, hard court and £65,000 held in Julian Hodge Bank investments.

Sports Ground: The Management Agreement between Wiltshire Council, the Primary School and the Parish Council to oversee the maintenance of the sports ground expired in 2017 and a new agreement has been drawn up by Wiltshire Council. The new agreement will include a redrawn map of the field and shared use between the school and the Parish Council. A five year programme of renewal and

repairs to the fencing and gates has now concluded. The opening balance for the Maintenance Fund was £7,950. Running costs were £6,027.93 and income from investments £1,133.5. Top up contributions from the Primary School and the Parish Council (£3,934) and a VAT refund from 2017/18 (£936.4) totalled £6,003.9. This resulted in a loss for the year of just **£24.03**.

Village Hall: After consulting residents of Staverton, the village hall was gradually converted from an underused changing room facility to a much needed village hall. The newly extended kitchen and a new boiler will provide much improved facilities for many years to come. However hire income has been down for 2018-19 due to a couple of the regular hirers ceasing to operate. Thanks again to our volunteer Jo Middleton, Landlady of the Old Bear Pub for managing the hires.

Superior Community Fund: To October 2018 £8,775 has been received from Superior at Bowerhill, Melksham and to date all these funds have been spent on improving facilities at the village hall, landscaping, hard court cleaning and repairs, noticeboard for field users, defibrillator cabinet for field users and emergency plumbing work at the village hall. Our grateful thanks to Superior for their generosity.

Tree Planting: A grant was received of £1,000 from Bradford on Avon Area Board towards replacing dead and diseased trees around Staverton and the Parish Council contributed the balance of £655. Our thanks go to Wiltshire Councillor Trevor Carbin for organising this and Bradford on Avon Area Board for providing the grant.

Free Staverton Newsletter: Thanks to our new local editor, Natasha Webster and assistance from Cllr Lindsay Shaw our Newsletter goes from strength to strength and has a more professional glossy finish. Also grateful thanks to volunteers delivering the magazines to our doors.

Audit: Auditing Solutions Ltd have been appointed as Internal Auditors and PKF Littlejohn have been appointed as External Auditors for 2019/20. Details of the audit will be posted on notice boards very shortly.

33. WILTSHIRE COUNCILLOR TREVOR CARBIN

The Bradford on Avon Area Board are sharing management with the Corsham Area Board. More specific grants are now available.

Unfortunately although the Wiltshire Council budget has risen, cuts in services still have to be made.

Staverton will be linked with Holt and Atworth in the Boundary Review.

Speedwatch in Staverton needs more volunteers. It will include counting traffic and especially lorries.

Lorries and buses will be banned from the clean air zone.

It is hoped to install the floodgates next to the River Avon bridge before next winter.

Tree guards to protect the newly planted saplings are expected by 16th May. Unfortunately the contractors have been damaging these saplings when cutting the grass nearby. Cllr Carbin to monitor the situation and report back.

Unfortunately the Staverton village sign has not yet been installed even though it was due to be in situ by now. Cllr Carbin to chase this.

A resident has queried ownership of a piece of land at the end of School Lane. Wiltshire Wildlife Trust would be willing to landscape this for £600. However it is not clear who owns this piece of land.

Vandals set fire to the large teddy bear waste bin at the play area in School Lane. Cllr Carbin reported that he has received a cheque of £130 from the Area Board towards the total cost of £260. Cllr Andy Borresen proposed and Cllr Kevin Lamb seconded that a new bin be purchased at a match funded cost to the Parish Council of £130. Unanimously agreed. Councillors thanked Cllr Carbin for obtaining the grant. **Action:** [Parish Clerk to order the bin.](#)

6.20 Two Staverton Residents arrived at the meeting.

34. COUNCILLORS AND RESIDENTS FORUM

Complaint from local Resident of Noise and Anti-Social Behaviour from those using the Tennis Court and Sports Ground:

~Councillors discussed the complaints as set out and asked the Parish Clerk to respond to the email.

35. Close of meeting at 6.30 pm.